



***Briefing Title***

***Name of presenter***  
***Title, Office Symbol***  
***Date***



# ***Title will be 44 Pt. bold***

- Bullet types are Power Point default
- Lettering should be all one font style throughout the briefing
- Lettering should be 32 pt. for the first bullet
  - Sub-bullets should be a dash, 28 pt. text
    - Third bullet should be 24 pt.